

Job Description
Missouri State Highway Patrol

Class Title: Chief Scale Maintenance Technician

Title Code: V00700

Effective Date: 06/05/95

Date Reviewed:

Date Revised: 12/27/04

Immediate Supervisor: Division Director

Position Supervised: None

FLSA Classification: Non-exempt

Working Hours: An employee in this position works an eight-hour shift as directed by the division director; however, working hours are subject to change at the discretion of the commanding authority.

POSITION SUMMARY

This position is an experienced, licensed journeyman level scale maintenance technician within the Commercial Vehicle Enforcement Division. An employee in this position is responsible for developing and administering a statewide program for the maintenance, repair, overhaul, inspection and testing of over 80 commercial vehicle fixed and portable scales and clinical weighing equipment used by the Patrol and other state and private agencies. This position has supervisory responsibilities over a small number of scale maintenance technicians in delegation, correction and instruction of work assigned. An employee in this position will work closely with the Missouri Highway and Transportation Department as well as other contracted agencies in the development of facilities, specifications of equipment for weighing commercial vehicles and the development of Weigh-In Motion systems for interstate weigh stations. An employee in this position will be required to operate a diesel truck with a manufacturer's rated capacity of at least 15 tones, work long hours in possibly unsanitary environments with potentially hazardous situations, and work outdoors in extreme weather conditions. Work is performed under general supervision with technical aspects of the work being left to the employee's discretion.

DESCRIPTION OF DUTIES PERFORMED

(Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

Directs all activities of the Scale Maintenance Section, including the supervision and training of scale maintenance personnel and the preparation and administration of the section's budget.

Supervises Scale Maintenance Technicians in the performance of routine maintenance and repair of the Patrol's weighing equipment.

Participates in the formulation or implementation of basic, in-service and advanced training for Commercial Vehicle Enforcement personnel in proper weighing techniques and scale maintenance requirements as well as provides or coordinates advanced training and certification of scale maintenance employees.

Tests, repairs, redesigns and builds all weighing equipment, both mechanical and electronic; installs and repairs point-to-point communication equipment at fixed sites for communication between both directions of fixed sites.

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Works with MoDOT and the FHWA on the annual certification of Missouri's Weight Program. This entails both an enforcement plan and follow-up at the end of each year as to the results of this plan. Federal law mandates some of the information collected and submitted to the FHWA.

Works with MoDOT on plans and specifications for the reconstruction of existing and future weigh stations which include facility layouts, building size and floor plans, static scale specifications, weigh-in-motion specifications, inspection pits and buildings and other related division needs. Assists in approval of the installation of new axle load scales at Patrol weigh stations as authorized or required.

Provides scale certification and preventative maintenance on private municipalities holding contracts with the Patrol's Scale Maintenance Section.

Works closely with several scale manufacturers in development of equipment to meet the Patrol's special needs as they surface, both on existing equipment and future needs at locations which are to be scheduled for reconstruction or new proposed sites.

Assists other divisions, municipalities, counties and states with questions and equipment needs related to weights and measuring.

Testifies as an expert in court pertaining to the results of weighed commercial vehicles found in violation of weight laws.

Collects and sorts information from MoDOT weigh-in-motion and vehicle classifiers to determine commercial vehicle traffic volumes and peak travel time throughout the state. Information collected is used to advise the interstate weigh stations of changes in traffic volume and peak hours of travel.

Provides testimony in support of the accuracy and testing of the Patrol's weigh scales and produces the Weigh Station Activities Summary.

Establishes and maintains computerized maintenance records of weigh stations and portable units which are used in court for certification of accuracy.

Operates a diesel truck with a manufacturer's capacity of 15 tons over a variety of roads and in all weather conditions; provides assistance to the motoring public in the event of mechanical breakdowns, accidents, illnesses or injuries and relays information to the proper jurisdiction or agencies.

Performs other related duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Extensive knowledge of the inner workings of mechanical and electronic weighing equipment.

Extensive knowledge of the methods, practices, tools and materials used in the installation, repair and maintenance of axle load and wheel load weigh scales.

Extensive knowledge of computer technology utilized in weighing equipment, including basic principles of spreadsheets, graphics, and word processor programs.

Thorough knowledge of all applicable federal regulations in regard to weighing and measuring devices.

Thorough knowledge of the occupational hazards and safety precautions associated with scale maintenance and repair.

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Ability to read English effectively.

Ability to communicate in English clearly and concisely, both orally and in writing.

Ability to calculate figures and establish budgetary constraints.

Ability to analyze current and future needs and specifications of equipment, buildings, parking, traffic control and inspection facilities of weigh stations, and make presentations as to these findings.

Ability to make involved calculations in installing equipment and in finding and repairing mechanical and electrical defects on highly specialized weigh scale equipment.

Ability to read and interpret drawings, blueprints, wiring diagrams, and schematics.

Ability to use standard and specialized electrical tools, as well as other hand tools ordinarily used in electrical work to install and make electrical repairs on specialized weigh scale electronic systems.

Ability to fabricate, alter, repair, or recondition metal scale parts using a power lathe, cold saw, hand drill, drill press, oxygen-acetylene torch, arc welder, sander, grinder and other similar equipment.

Ability to communicate effectively in oral and written form.

Ability to supervise effectively the work of others.

Ability to estimate, plan and lay out scale maintenance work.

Ability to operate a diesel truck with manufacturer's rated capacity of at least 15 tons.

Ability to handle restricted and confidential information in a professional manner and maintain the information as such.

Ability to work outdoors in unsanitary, possibly hazardous, conditions for extended periods of time.

Ability to establish and maintain effective working relations with other employees, government officials, and the public.

Ability to work with material that may be of a sexual nature relating to criminal activity (e.g., written material, photographs, and/or verbal language, etc.).

Ability to work hours as assigned.

MINIMUM EXPERIENCE, EDUCATION, AND TRAINING REQUIRED

(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.)

Must possess and maintain a Class B Commercial Drivers' License (CDL) with air brake endorsement.

At least three years experience as a Scale Maintenance Technician I with the Commercial Vehicle Enforcement Division.

or

A minimum of five years of experience as a journeyman level scale maintenance technician, with an

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Associates Degree in Electronics or related field. Experience must include large-scale installations and repairs of both mechanical and electronic equipment, as well as experience in portable wheel load weighers, mechanical, electronic and hydraulic devices.